



City & Borough of Juneau Police Chief

SALARY	\$140,920.00 - \$164,361.60 Annually	LOCATION	Juneau (Lemon Creek)
JOB TYPE	Full-Time	JOB NUMBER	202300112
DEPARTMENT	Juneau Police Department	OPENING DATE	07/17/2023
POSITION NUMBER	20296	BARGAINING UNIT	Unrepresented
PAY RANGE	26	HOURS PER WEEK	40+
TELEWORK AVAILABILITY	Not Available		

Description

The City and Borough of Juneau is recruiting for its next Police Chief. Salary \$140,920.00 - \$164,361.60 depending on qualifications (DOQ). Under the direction of the City Manager the Police Chief is the department's principal executive officer and serves as a member of the Executive Leadership Team for the municipality. The Juneau Police Department is an accredited police agency through the Oregon Accreditation Alliance.



Juneau is the major population (approximately 32,000) and economic center in Southeast Alaska, and the capital of the state. The CBJ encompasses an area of 3,600 square miles. The Juneau Police Department provides general police services to the citizens of Juneau, Alaska.

The department consists of 3 divisions: Police Support Services, Operations and Administration. Within these divisions, there are 8 units: Patrol, Investigations, Community Service, Records, Evidence, Dispatch, IT and Administration. Due to our isolated location, JPD is required to remain self-sufficient. Therefore, the department also maintains specialized teams in SWAT, bomb disposal and hostage negotiation. JPD strives to provide regular and current training for staff to maintain the highest quality of services to Juneau residents. JPD operates from a modern facility that includes a computerized dispatch center and records department, and utilizes up-to-date equipment, such as, in-car videos, body-worn cameras, and mobile

data terminals. There is an overall staff of 96.84 FTE employees and a general operating budget of \$20 million.

The Police Department has a complement of 55 sworn officers, consisting of a Chief, Deputy Chief, 3 Lieutenants, 8 Sergeants and 42 Officers. In addition, there are 41.84 Civilian positions that support the services provided by the Department.

The Juneau Police Department enjoys a history of working openly in partnership with the community to foster an atmosphere of trust. The position of Chief of Police is open due to the retirement of the current Chief.

Desired knowledge, skills and abilities:

Have knowledge of the principles and practices of professional law enforcement, including investigation, identification, patrol management and deployment, traffic enforcement, records management, report preparation, and custody of persons and property principles and practices of police/law enforcement administration and management, including budgeting, fiscal control, program planning and development, strategic planning; principles and practices of employee supervision, including employee development, training, performance evaluation, and progressive discipline; principles and practices of police operations including but not limited to investigation, surveillance, intelligence, court procedures, community/public relations, media relations, community policing/problem solving, and crime prevention; and equipment and technology used in policing including weapons, communications and vehicles.

In addition, we are looking for an individual who has skill in leading and motivating others; working effectively and constructively with the media; establishing and maintaining effective working relationships with other law enforcement and regulatory agencies, city officials, and the public; understanding and interpreting complex statutes, ordinances, regulations, and standards; reviewing and evaluating the work of subordinate staff to ensure that operational standards are met; identifying employee training needs and in developing and coordinating programs and activities to improve professional skills, ability and performance; conducting investigations of criminal activities or allegations of administrative misconduct and evaluating operations and programs to determine if they are meeting community needs.

Experience as a police department administrator in an Accredited Agency is preferred, with a commitment to sustaining in Juneau the programs and benefits derived from the accredited status.

Working Hours:

This position generally works Monday through Friday 8:00 a.m. – 5:00 p.m. with frequent meetings outside of regular work hours. The Juneau Police Department is located at 6255 Alaway Ave, Juneau, Alaska.

Typical Responsibilities

The Chief is responsible for the successful and effective management of the Police Department with the goal of providing outstanding police services to the citizens the CBJ serves.

This includes creating and implementing tactical and strategic plans; organizing, and implementing the delivery of police services; developing staff through assuring an environment that emphasizes training, coaching, and mentoring; assuring sound fiscal management of the department, and creating and maintaining effective working relationships with other police and law enforcement agencies, internal CBJ departments, elected officials, and other outside agencies.

Minimum Qualifications

Desirable Qualifications

Education: Bachelor's degree from an accredited college or university in Public Administration, Business Administration, Law Enforcement, Police Science or related field.

Experience: Increasingly responsible "through the ranks" experience as a commissioned officer in a department of comparable or greater size to Juneau. At least three (3) years of experience should have been at the command level of Lieutenant or higher and should have included responsibility for management of patrol and investigation functions.

Other: Applicants must possess or obtain a valid Alaska Driver's License by date of appointment and for continued employment.

Possession of an Advanced Police Officer Certificate issued by the Alaska Police Standards Council or eligible for advanced certification within twelve (12) months of appointment.

Note: The selected candidate must have unquestioned ethics and personal integrity. All information provided by the candidate will be verified. Candidates who materially misrepresent any information provided in the employment process will be excluded from consideration or dismissed if already employed.

SPECIAL NOTE: Appointment to the Police Chief position will be made conditionally pending successful completion of all portions of the background process, the medical evaluation,* psychological evaluation,* and receipt of verified negative results of pre-employment testing for controlled substances (this includes: new hires, short term temp, long term temp, transfers from another CBJ department, or former JPD employees who have been separated from JPD employment for more than 30 days).

* Required for new hires only.

Supplemental Information

This position is open until filled. The Police Chief position is within the partially exempt service and serves at the pleasure of the City Manager. Applications and resumes are subject to public disclosure. **The first round of application review will occur on August 18, 2023.**

ADDITIONAL REQUIRED INFORMATION

Please attach a resume and cover letter.

HIRING MANAGER CONTACT INFO

Hiring Manager: Dallas Hargrave, Human Resources / Risk Management Director

Phone Number: 907-209-1719

Email: dallas.hargrave@juneau.gov

Please read the below information carefully to ensure your application submission meets all submittal requirements.

Education

If you are using education to meet the minimum qualifications, you must document your education in your application, and you may be required to provide transcripts.

Work Experience

If you are using work experience to meet the minimum qualifications you must document your work experience in the application.

If your application does not support minimum qualifications, you may not advance to the interview and selection phase of the recruitment.

NOTE: Attaching a resume or curriculum vitae is not an alternative to filling out the application in its entirety. Noting "see resume or CV" or any similar response on any portion of your application may lead to a determination that your application is incomplete and removal from consideration for this job posting.

Application Assistance

For questions regarding application submission or system operation errors please visit

www.governmentjobs.com/careers/juneau/helpandsupport/applicationguide. If your question is not answered in the FAQ, you may contact the Department of Human Resources & Risk Management at (907) 586-5250 or employment@juneau.org.

For applicant password assistance, please visit:

<https://www.governmentjobs.com/OnlineApplication/User/ResetPassword>

EEO Statement

The City & Borough of Juneau complies with Title I of the Americans with Disabilities Act (ADA). Individuals with disabilities who require accommodation, auxiliary aides or services, or alternative communication formats, please call (907) 586-5250 or TTY: Alaska Relay 711 or 1-800-770-8973, or correspond with the Department of Human Resources & Risk Management at employment@juneau.org or 155 S. Seward St., Juneau, AK 99801. The City and Borough of Juneau is an equal opportunity employer.

Agency

City & Borough of Juneau

Address

155 S. Seward St.

Juneau, Alaska, 99801

Phone

907-586-5250

Website

<http://Juneau.gov>

Police Chief Supplemental Questionnaire

***QUESTION 1**

Are you a U.S. citizen or a U.S. National?

☐ Yes

☐ No

***QUESTION 2**

Are you at least 21 years of age, or will you turn 21 within 6 months of testing?

☐ Yes

☐ No

***QUESTION 3**

Are you a high school graduate, or do you possess a GED certificate?

☐ Yes

***QUESTION 4**

Have you ever been convicted of any misdemeanor crime of domestic violence by a civilian court of Alaska, the United States, or another state or territory, or by a military court?

- ☐ Yes
- ☐ No

***QUESTION 5**

Have you ever been convicted of a felony by a civilian court of Alaska, the United States, or another state or territory, or by a military court?

- ☐ Yes
- ☐ No

***QUESTION 6**

Have you ever been convicted, during the 10 years immediately before the date of application, of a crime of dishonesty or moral turpitude, or a crime that resulted in serious physical injury to another person by a civilian court of Alaska, the United States, or another state or territory, or by a military court?

- ☐ Yes
- ☐ No

***QUESTION 7**

Have you been convicted of two or more DUI offenses during the 10-year period preceding this application?

- ☐ Yes
- ☐ No

***QUESTION 8**

Have you ever been sentenced to more than one year of jail time?

- ☐ Yes
- ☐ No

***QUESTION 9**

Have you ever been denied certification as a police officer or has your basic certification ever been revoked?

- ☐ Yes
- ☐ No

***QUESTION 10**

Since your 21st birthday, have you ever illegally manufactured, transported, or sold a controlled substance?

- ☐ Yes
- ☐ No

***QUESTION 11**

Have you ever illegally manufactured, transported, or sold a controlled substance within 10 years of submitting this application?

- ☐ Yes
- ☐ No

***QUESTION 12**

Since your 21st birthday, have you ever used an illegal controlled substance other than marijuana, even once, within 10 years of submitting this application?

- ☐ Yes
- ☐ No

***QUESTION 13**

Have you ever used marijuana, even once, within one year of today?

- ☐ Yes
- ☐ No

***QUESTION 14**

How do you define, build, and sustain a healthy organizational culture in a police environment? Provide specific personal experiences.

***QUESTION 15**

How would policing in Juneau be different from the organization(s) you have worked for?

***QUESTION 16**

If you are an internal candidate, under your leadership how would policing in Juneau be different than it is now?

***QUESTION 17**

What are the personal and professional qualities that you believe that a Chief of Police in our environment should possess?

***QUESTION 18**

APPLICANT ACKNOWLEDGEMENT AND STATEMENT OF UNDERSTANDING By selecting a 'Yes' response below, I acknowledge that the information contained in my application for employment with the Juneau Police Department is complete, true, and correct to the best of my knowledge and belief. I acknowledge that my application does not omit any information, which the Juneau Police Department might consider relevant or material to its decision whether to initially hire, or later retain me. I will promptly notify the Juneau Police Department (regardless of passage of time) of any omission of information that I discover which the Juneau Police Department might consider relevant or material to its decision whether to initially hire or later retain me. I acknowledge, understand, and agree that any false or misleading statement on my application or any omission of information or fact which the Juneau Police Department might consider relevant or material to its decision whether to initially hire or retain in my immediate elimination from further consideration, or post-hire, in disciplinary action, up to and including, dismissal and, in either case, may lead to criminal prosecution under Alaska Statute 11.56.210 (Unsworn Falsification). I understand that any and all information obtained by the Juneau Police Department about me from any source is confidential and will not be released to me. Accordingly, I waive any right I may have to know test results, interpretations made, and access to the original data from which final recommendations have been made.

- ☐ Yes
- ☐ No

***QUESTION 19**

By providing my Driver's License or State Issued Identification Number below, I authorize the Juneau Police Department to perform a criminal history check. **NOTE: YOU MUST PROVIDE BOTH THE NUMBER AND THE ISSUING STATE.**

* Required Question